



JOB DESCRIPTION

TITLE: Maintenance Technician II	JD: 136
DEPARTMENT: Public Works	EFFECTIVE DATE:
REPORTS TO: Public Works Supervisor or Public Works Manager	FLSA STATUS: Non-Exempt
SUPERVISES: N/A	UNION STATUS: Represented

ABOUT THE CITY OF BAINBRIDGE ISLAND

The City of Bainbridge Island is a non-charter code city operating under the Council-Manager form of government. The City Council appoints a professional City Manager, who serves as the Chief Executive Officer and is responsible for the day-to-day operations of the organization. The City Council serves as a legislative body and is made up of seven members, including two representatives from each of three wards (north, central, south) and one "at-large" member representing the Island as a whole. Our employees are the most important asset in preserving and enhancing the special character of the Island, and in responding to the community's needs. The City provides competitive salaries, outstanding benefits and professional growth opportunities.

JOB PURPOSE/SUMMARY

The Maintenance Technician II is responsible for performing skilled, journey-level operation, construction, maintenance and repair work for one of the City's Public Works operations sections (facilities, streets, water, sewer, and surface and stormwater systems). The Maintenance Technician II is assigned to a specific section of the division, and may be cross-trained to work in one or more areas as required.

PERFORMANCE EXPECTATIONS

- **Leadership:** Contributes to a positive work culture consistent with the City of Bainbridge Island Leadership Philosophy, actively welcomes new approaches to public service and supports change and process improvements at all levels within the organization.
- **Management:** Able to independently assess and organize personal work performance while contributing to the overall organization.
- **Teamwork:** Demonstrates ability and willingness to work collaboratively with a team.
- **Communication:** Communicates effectively with peers, supervisors, subordinates, and individuals to whom service is provided.

ESSENTIAL FUNCTIONS

The Maintenance Technician II is distinguished from the Maintenance Technician I by the assignment of a full range of journey level responsibilities. Some essential functions are specific to assignment area, and some are applicable to all assignment areas.

- Reports safety hazards, traffic problems, equipment problems and emergency situations.
- Operates a variety of heavy equipment with a high degree of proficiency, including but not limited to back hoe, dump truck, front end loader, vactor equipment, and snow plow.
- Operates a variety of specialized equipment, depending on work assignment.
- Performs difficult manual labor and technical troubleshooting under adverse physical and environmental conditions for extended periods of time.
- Plans and organizes field work as assigned; reports safety hazards, traffic problems, equipment problems and emergency situations.
- Provides construction support for infrastructure as assigned.
- Develops and implements traffic control plans to maintain work zone safety and regulatory compliance.

- Investigates and resolves customer complaints.
- Performs emergency snow and ice control operations.
- Maintains timely and regular attendance.
- Other duties as assigned.

Streets and Facilities

- Maintains, repairs and constructs streets infrastructure and facilities including pavement surfaces, road shoulders, sidewalks, curbs, gutters, and gravel roads.
- Maintains, repairs and constructs grounds infrastructure and facilities including playgrounds, trails, open space, and retaining walls.
- Makes calculations and develops material quantities covering spoils removal, asphalt patches and crushed rock.
- Performs vegetation control including roadside mowing, overhead trimming and storm debris clean up.
- Performs pavement maintenance including crack sealing, patching, grind outs, chip sealing and shoulder grading.

Stormwater and Wastewater Collection

- Operates, maintains, repairs and constructs surface and stormwater facilities and equipment including catch basins, water quality vaults, closed conveyance systems, detention tanks, swales, ponds, culverts, ditches and outfalls.
- Operates, maintains, repairs and constructs sewer collection facilities and equipment including manholes, clean outs, side sewers, wet wells, gravity sewer mains and force sewer mains. Collects samples for laboratory analysis including heavy metals, oils, greases, hydrocarbons and fecal coliform.
- Makes calculations and sets grade for pipe, catch basins and other stormwater and wastewater collection infrastructure.
- Maintains records and completes reports including BKHD spoils tracking and sewage spill reports.
- Cleans and clears blockages in stormwater and sewer mains.

Water and Wastewater

- Operates, maintains, repairs and constructs water supply and distribution facilities and equipment including wells, booster pumps, chlorine generators, control panels, PRV stations, fire hydrants, reservoirs, water mains, and meters.
- Operates, maintains, repairs and constructs wastewater pumping facilities and equipment including sewer pumps, air compressors, emergency generators, control panels, side sewers and sewer mains.
- Performs field tests and collects samples for laboratory analysis including chlorine, fluoride, total coliform, IOCs, VOCs, SOCs and disinfection by-products.
- Makes calculations, inputs data, and performs data analysis covering flow, velocity, detention time, chemical dosage and pump efficiency.
- Maintains records and completes reports including monthly DOH water plant reports and BKHD sewage spill reports.
- Performs water meter reading, troubleshooting, repairs and replacements.

KNOWLEDGE OF:

- City organization, operations, policies and procedures.
- Principles, methods, tools, equipment and materials used in the construction, operation, maintenance and repair of facilities, rights-of-way, streets, water systems, surface and stormwater drainage systems, and/or sewer systems.
- Occupational health hazards and standard safety practices and procedures.
- Applicable local, state and federal laws, codes and regulations pertaining to assigned area.
- Principles of construction and heavy and specialized equipment operation.
- Basic arithmetic and basic computer operations.
- Traffic rules, regulations and flow patterns.

ABILITY TO:

- Safely and proficiently operate machines, tools, equipment, and materials used in the maintenance and repair of City infrastructure.
- Perform heavy manual labor for long periods of time in a variety of weather conditions.
- Operate heavy and specialized equipment.
- Understand and carry out written and oral instructions.
- Respond to emergency calls and/or perform after-hours assignments as directed.

- Quickly grasp new techniques, deal with rapid changes in priorities and remain calm and effective in difficult situations.
- Work independently or as a team member to meet required schedules and deadlines.
- Support and model the identified vision, values and behaviors of the organization.
- Establish and maintain effective working relationships
- Use initiative and independent judgment within established procedural guidelines.
- Operate a personal computer utilizing a variety of standard and specialized software.
- Communicate effectively both orally and in writing.

PREFERRED QUALIFICATIONS

Graduation from high school or GED equivalent and three years of public works maintenance, repair and construction experience, OR a combination of experience, education and training that would provide the level of knowledge and ability required.

LICENSE AND CERTIFICATION REQUIREMENTS

- Ability to obtain a valid Washington State commercial driver's license (Class A) within twelve months of employment.
- Ability to obtain a valid Washington State Traffic Control Flagger's certification within twelve months of employment.
- Ability to obtain a valid First Aid/CPR certification within twelve months of employment.
- Ability to pass a pre-employment drug/alcohol test and subsequent random drug and alcohol tests.
- Additional specific technical training and certifications may be required depending on assignment.

WORKING CONDITIONS

The regular work schedule is Monday through Friday, 7 am to 3:30 pm. The employee must be able to work on-call for emergency response outside of the normal work schedule on an assigned, rotating basis. Work is performed indoors and outdoors and may be performed alone or as a member of a team. Work may require frequent contact with other City departments and the general public. Work may be performed under scheduled routine conditions or unscheduled emergency conditions for extended periods of time. Work may be performed under adverse conditions, at night and/or during inclement weather. The employee may be exposed to safety hazards, and may be required to use dangerous tools and equipment and affiliated personal protective equipment.

PHYSICAL REQUIREMENTS

The employee in this job classification must have the overall stamina and ability to perform strenuous physical activity, including the ability to climb, bend and work in tight or confined areas. The employee must be able stand or walk for long periods of time, traverse rough terrain and work in or over water. The employee may be required to lift and carry up to 100 pounds, climb ladders and work at heights up to 100 feet, and enter manholes and work at depths up to 30 feet. The employee must be able to hear alarms and have the ability to audibly identify the presence of a danger or hazard. Accurate vision including good color and depth perception are essential. Good hand eye coordination is required. Corrective lenses may be utilized. The employee may be required to sit for prolonged periods of time and manipulate a computer keyboard which requires repetitive motion tasks.

The City of Bainbridge Island is an Equal Opportunity Employer. We hire, train and promote without discrimination due to race, color, religion, gender, national origin, ancestry, marital status, honorably discharged veteran or military status, age, sexual orientation, genetic information or disability. Hiring, promotions, lay-offs, discharge, rates of pay, training and other employment activities will be consistent with this Equal Opportunity Statement.

While requirements may be representative of minimum levels of knowledge, skills and abilities to perform this job successfully, the incumbent will possess the abilities or aptitudes to perform each duty proficiently. This job description does not constitute an employment agreement between the Employer and Employee and is subject to change as the needs of the Employer and requirements of the job change.